Killurney N.S.

Whole school policy on the use of tablets and laptops in the classroom and during the school day.

Circular 0038/2018

Aim

The aim of this policy is to ensure that pupils will benefit from learning opportunities offered by using the school's laptops and mobile tablet devices in a safe and effective manner.

Research shows that digital technologies can play a positive role in supporting high quality teaching, learning and assessment. These technologies help promote student engagement and enhance the teaching and learning experience by opening new opportunities for learning, promoting independent learning and providing access to quality online resources. However, their use needs careful consideration and management if they are to have a positive educational impact. The use of tablet devices and laptops is now an integral part of the lives of children and young people. While this is a positive development, concerns have been identified including some risks associated with the misuse, abuse and possible overuse of these devices and the various associated technologies. Children and young people need to be guided and supported to become good digital citizens.

In a school setting, using digital technologies mediated by the teacher with the skills to exploit the potential of the technologies can be invaluable in equipping children with the skills to navigate the online world safely.

All children in the school will have access to a laptop/tablet to support and enhance their learning. This will be especially evident in SESE lessons in which they will use the devices to research a variety of various topics and engage in project work, report writing etc.

Before each child has access to these devices a signed permission form must be returned to the school (This permission form is appended to our Acceptable Usage Policy).

All children will also be expected to take care of their device and return it to the school in the condition that they received it.

To facilitate remote/online learning, devices may be sent home from time to time. Again, the children will be expected to take care of this device when it is in their home and it must be returned to the school in the same condition. If it is not and the device is damaged, responsibility will lie with the child's parents.

Our School Strategy

The school employs a number of strategies in order to maximise learning opportunities and reduce risks associated with the internet and the use of devices during the school day. These strategies are as follows:

General

- Internet sessions will always be supervised by a teacher/staff member.

- Websites will be previewed/evaluated using the PDST filtering system, before being integrated into lessons.

- The school will regularly monitor pupils' internet usage.

- Access will be allowed only to approved sites.

- A firewall is being used to minimise the risk of exposure to inappropriate material and to block unsuitable sites.

- Uploading and downloading of non-approved software will not be permitted.

- Virus protection software will be used and updated on a regular basis.

- Student use of personal memory sticks, CD-ROMs, or other digital storage media in school requires a teacher's permission.

- Students will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute.

World Wide Web

- Students will primarily spend time on educational materials and will use the Internet for educational purposes. On occasions the teacher may allow supervised access for other purposes. All websites will be vetted by the teacher.

- In the event of accidentally accessing an unapproved site, the student will immediately turn off the monitor and report the incident to the teacher/staff member.

- Students will use the Internet for educational purposes only during class time. All web sites will be vetted by the class teacher.

- Students will not upload, download or otherwise transmit material that is copyrighted.

- Downloading materials or images not relevant to their studies, is in direct breach of the school's Acceptable Usage Policy.

- Students will be aware that any usage, including distributing or receiving information, school-related or personal, may be monitored for unusual activity, security and/or network management reasons.

- Students will not examine, change or use another person's files, user name or password.

- Students will not disclose or publicise personal or confidential information for example – classmate's home addresses, telephone numbers, name and location of their school.

- Students will not have access to chat rooms or other discussion forums in school.
Pupils will continue to own the copyright of any of their work that has been published.

Personal Devices

- Parents/Guardians are reminded that Killurney N.S. is a device-free school and children are not permitted to have mobile phones, tablets or smart watches (Fit-bits are allowed) in school. In doing so they will be in breach of our Acceptable Usage policy.

Signed: Gerard Marshall (Chairperson)   Date: 25/03/2021

               Tanya O Brien   (Principal)   Date: 25/03/2021